

## **Minutes of the Grinnell City Council Meeting Monday, October 4, 2004**

The City Council of the City of Grinnell met in regular session in the Council Chambers of the Grinnell Community Center, 927 4<sup>th</sup> Avenue, Grinnell, Iowa, at 7:00 p.m., Monday, October 4, 2004. Mayor Canfield presided.

Roll Call:               PRESENT: Elliott, McNaul, Witt, White, Worley.

Before the Mayor proceeded into the agenda, he introduced the visiting Russian Delegation.

### **PERFECTING AND APPROVAL OF AGENDA:**

Moved by WHITE, second by WORLEY, to approve the Agenda and the Consent Agenda as printed. Roll Call Vote: Ayes: White, Worley, McNaul, Elliott, Witt. Motion carried.

### **CONSENT AGENDA:**

- o Previous minutes as drafted from the Monday, August 20, 2004 Regular Session.
- o Approval of the request by Livingston Hearing Aid Service to park the mobile unit in front of the Memorial Building on Tuesday, October 5, 2004 and Wednesday, October 6, 2004.
- o Acceptance of the resignation submitted by Andy Davis.
- o Approval of the request from St. Francis Manor to have parking on Penrose Street between 4<sup>th</sup> and 5<sup>th</sup> Avenues from 1:00 pm to 4:00 pm on Sunday, October 7, 2004 for a Seeland Park Open House.

### **PUBLIC HEARING:**

Mayor Canfield opened the Public Hearing for the purpose of reviewing a \$300,000.00 Community Development Block Grant Housing Rehabilitation Grant Application to the Iowa Department of Economic Development at 7:10 pm. Hage noted that no comments or objections had been received prior to the Public Hearing. Mayor Canfield requested comments and objection from the citizens present. Dick Webb - Region Six Planning - reviewed the proposed resolution and the completion of the rehabilitation of 20 homes with previous funding. The proposal would be for the rehabilitation of 8 homes in the southeast portion of town. The Iowa Department of Economic Development requests that all interest be exhausted before the area is expanded.

Moved by ELLIOTT, second by WITT to close the hearing at 7:14 pm. Roll Call Vote: Ayes: Elliott, Witt, McNaul, White, Worley. Motion carried.

Moved by WORLEY, second by ELLIOTT to approve and adopt: Resolution 2715: "A RESOLUTION TO APPROVE THE CITY OF GRINNELL HOUSING REHABILITATION APPLICATION TO THE IOWA DEPARTMENT OF ECONOMIC DEVELOPMENT HOUSING FUND." Roll Call Vote: Ayes: Worley, Elliott, Witt, White, McNaul. Motion carried,

### **APPROVAL OF CLAIMS:**

Moved by WHITE, second by MCNAUL, to pay all bills where funds are available. Roll Call: Ayes: White, McNaul, Elliott, Worley, Witt. Motion carried.

### **COMMUNICATIONS/COMMITTEE MINUTES:**

- I. Information Technology Specialist Bonus Letter: Monique Shore
- II. Finance Committee Minutes: September 20, 2004.
- III. Public Works and Grounds Committee Minutes: September 20, 2004.
- IV. Planning Committee Minutes: September 17, 2004 and September 30, 2004.
- V. Civil Service Commission Minutes: September 27, 2004.
- VI. Memorial Commission Minutes: August 18, 2004 and September 21, 2004.
- VII. GET-12 Committee Minutes: May 25, 2004 and July 27, 2004.
- VIII. Stewart Library Minutes: September 28, 2004.

### **OLD BUSINESS:**

- I. Report from the Finance Committee.

White discussed the lack of quorum present for the meeting so business was not conducted. City employees present for the meeting however, did participate with the delegation.

- o Review of the contract proposed by Veenstra and Kimm for engineering services (Central Business District.)

White discussed the meeting held with the consultant to discuss the option for funding the Central Business District Reconstruction Project. Behrens commented that the Task Force has reached the final steps for preparing the project. The total engineering contract from this point through completion of construction (four block area of the main square) is \$419,974.00. A substantial payment will be required at the beginning of the contract and then the payments will moderate. Behrens stated that no matter what option the city chooses for funding, the project will move forward. Debt will need to be issued before January 1, 2005 to pay the engineering fees. A motion will not be made on this contract until after the joint meeting between the Finance Committee and the Central Business District Task Force has taken place. The council requested the meeting commence at 6:00 pm on Tuesday, October 12, 2004. Behrens requested that if any member of the city council is opposed to the agreement to please speak their concern. McNaul feels that the council is in support and requested comments from the citizens present. The meeting will be scheduled as a special council session.

- o Set the date for the public hearing in regard to the property lease for the tower. Moved by White, for the next regular council session.

Moved by ELLIOTT, second by MCNAUL, to schedule the public hearing in regard to the property lease for the tower. Roll Call Vote: Ayes: Elliott, McNaul, Worley, White, Witt. Motion carried.

- o Recommendation in regard to the requests for assistance from the Campbell Fund.

Moved by WHITE, second by MCNAUL, to approve the Campbell Fund requests as presented. Roll Call Vote: Ayes: White, McNaul Witt, Elliott, Worley.

There was no discussion in regard to the following items:

Review of the letter prepared by the City Manager to Mr. Paul Lang.  
Review of the TIF Rebate Agreement – EPC. Tabled  
Review of the Capital Improvement Plan for the Grinnell Regional Airport.  
Update from POW I-80.

## II. Report from Public Works & Grounds Committee.

- o Update in regard to the implementation of the Commercial Solid Waste Program.

Elliott updated the Council on the progress of the ongoing meetings with local business owners to discuss the conversion to the new solid waste system. Baker is convinced that there will be a huge bump in recycling. Three items have been presented to the committee:

Grinnell State Bank has too many employees to meet the expectation for the small business regulations, however due to their existing recycling program they are only generating enough waste for one bag of garbage per week. The committee agreed to waive certain provisions of the solid waste ordinance to allow Grinnell State Bank to be treated as a small business.

The Lindenmeyer Building, which houses Dale Lamb's Law Office, is required by the ordinance to identify each business in the building as a small business, however the building has a strict recycling process and would like to be treated as a single business. The committee agreed as long as it complies with the maximum three bag per week requirement.

Finally, the city will only bill one business for a dumpster even if the dumpster is shared. The committee has been requested to review the policy and still feels that billing a single party is the most productive option for the city. The city is asking for people to pay attention to their waste stream – most will be able to be small business users.

William Crosby – 901 ½ Main Street – lives downtown and is confused about tenant responsibility. Elliott stated that each downtown resident after November 15, 2004, will be treated as essentially the rest of residences in town. Each resident will be charged \$8 per month for the use of the program. She stated that the bill may go to the landlord or the tenant depending on who pays the bill directly. She directed that he speak with his landlord for clarification on what process they have chosen.

Worley stated that Sam Rockwell (Going, Going, Gone Auctions) had contacted him to state that they will accept the packing material for their new shipping business. He will reuse it directly for the shipping purposes of his business.

Elliott again recommended those who have not met with Baker to please contact him and verify his schedule as he continues to try and meet with all customers.

- o Update in regard to the Name That Creek Contest.

Elliott stated that the contest ends on October 12, 2004. Maps will be completed and available after October 7, 2004. Suggestions are coming in and will be reviewed by the committee. The winners will be announced at the Sesquicentennial Dinner. Betty Moffet, Larry Pinder, Dianna Bueter and Jan Anderson.

- Update in regard to the improvements at Arbor Lake.

Behrens provided a brief report informing the council that the riffle pools have been installed. The storm water separators will be installed yet this week. The wetlands project scheduled for this year, will be moved back to constructed with the other two wetland projects and the final storm separators during the next year.

- Recommendation in regard to the request by the Bailey Park PTO in regard to the sidewalk.

Elliott summarized the request to widen the existing sidewalk. Baker is researching the request and will respond at the next meeting.

- Schedule the date for the public hearing in regard to the Lang Creek Crossing Project for Monday, November 1, 2004 at 7:00 pm at Council Chambers receiving bids until October 28, 2004 at 2:00 pm.

This hearing represents the construction of the road that will serve the western end of the eastern parcel. Waterford has requested that the process be moved up one week. This would change the schedule to accepting bids until 2:00 pm on October 21, 2004 and require the City Council hold a special council meeting on Monday, October 25, 2004 to approve the plans and specifications as well as award the bid. The completion date that will be listed in the contract documents will be June 1, 2005, however if possible, the developer prefers the road be installed yet this year. This project will be paid for by a combination of RISE funds and the balance being paid for by the developer. Elliott stated that with the request for the special meeting the developer will pay the additional \$100.00 cost for scheduling the special meeting.

Moved by ELLIOTT, second by WHITE, to accept bids until 2:00 pm on October 21, 2004 and to schedule the public hearing for Monday, October 25, 2004 at 6:00 pm further requiring that the \$100.00 fee be paid for the special session, subject to IDOT approval of the plans and specifications.

Ron Lang spoke briefly that they are up against the weather and would like to work quickly to complete the project. Elliott stated that the city has worked very hard to move with a schedule ahead of where the developers were to not impede the project – citing specifically the annexation. However, the annexation is still missing the legal description and cannot be approved by the council. Behrens commented that Russ Shrader - Shive Hattery – has committed that the absolute latest that plans and specifications will be in contractors hands will be no later than a week from tonight – pending no objection from the IDOT. Behrens stated the city will oversee the project and if conditions are not appropriate for construction, the road will not be installed until spring. Worley stated his concern with the schedule pressing the weather.

Roll Call Vote: Ayes: Elliott, White, McNaul, Witt, Worley. Motion carried.

McNaul requested again the materials be presented to the committee that had been asked for from the last meeting. Lang commented that the information will be provided as soon as possible. McNaul stated that the quicker the committee has it, the quicker they can move.

- Approval of the IDOT Grant Agreement in regard to the fuel system improvements.

Elliott briefly commented on the success of the Fly-In Breakfast estimating that there were nearly 1,000 people at the event and over 60 airplanes.

The agreement proposed is in regard to grant funding awarded to upgrade the fueling capacity. A different type of fueling system is needed for dispensing jet fuel. The city has been awarded a grant \$21,000 which requires \$9,000.00 contribution from the city of Grinnell for a total project cost of \$30,000.00. The grant will not be spent until the new fiscal year and will allow time to budget for the project, however the city must decide if they are going to accept the funding.

Moved by ELLIOTT, second by WHITE, to approve the IDOT Grant Agreement in regard to the fuel system improvements. Roll Call Vote: Elliott, White, Witt, McNaul, Worley. Motion carried.

- Review of the skate park proposal.

Elliott provided a brief background of the skate park project. This project has been under discussion for two to three years. This proposal is very compete and detailed as well it has a reasonable fundraising plan. Elliott described three motions: approve the use of the Bailey Park Tennis Court for the location of the skate park, the city's contribution will be the removal of the tennis court itself, and if the fundraising effort is successful, to allow the installation the concrete pad before the ground freezes. The council

would approve that installation according to approved specifications. Further, before any more of the park's components are installed, a final plan must be approved by the committee. Elliott stated that the park will become property of the city, however that the Skate Park Committee will create a fund through their efforts for the maintenance of the park as well as provide volunteers for small maintenance projects in the future. Kim Gilbert and Lynn Tuner have been working with kids to research the options and at this time propose steel mounted structures on a concrete pad. The equipment has a twenty year warranty. They discussed that this plan allows flexibility as the components can be purchased individually, so if all fundraising is not met, they can add the other pieces in the future. The components are also movable, so they can be rearranged as new pieces of equipment are added.

Two organizations are reviewing the proposal for assistance and grant help. Once the city approves location, the Skate Park Committee may move forward with fundraising. The council requested the materials be presented. Rex Allen - American Ramp Company - presented a mini ramp for council review. The ramps provide framework and guard rails. Ramps will be fully enclosed, two-part epoxy and can be repainted, if needed, by the Skate Park Committee. This is the lowest maintenance system available. The equipment will be anchored down; however the weight alone will hold the equipment in place. The warranty includes: defect in material on the steel itself, broken bolts. Much of the liability of the park will be shared between the city and the manufacturer. The pad will be 130 feet by 70 feet. White questioned how many people can use the facility at one time. Gilbert commented that likely more than 50 – 60 skaters will be able to use the facility at one time. Worley questioned fencing. Gilbert stated that they were looking into the placement of bleachers; however there will be no direct fencing. She stated the facility is to be open for use of everyone and they do not want to encourage keeping people out. The Skate Park Committee does however request lighting for the park. Elliott clarified that the lighting would be fundraised and the city will accept it after installation.

Several of the kids present in support of the project spoke to the Council. Their comments included: they support the skate and hope the park will keep the skateboards out of the downtown and they are excited for a new place to hang out.

McNaul noted the students in the crowd represented from 5<sup>th</sup> Grade through High School as well as she is sure there will be interest from college students.

Elliott requested the students present carry back the message that if this park is installed that it be used and she requested no more damage to the downtown.

Moved by ELLIOTT, second by MCNAUL, to approve use of tennis court area at Bailey Park with the understanding that the city will remove the existing tennis court as their contribution to the project. Roll Call Vote: Elliott, McNaul, White, Worley, Witt. Motion carried.

Moved by ELLIOTT, second by WHITE, to approve that if the Skate Park Committee raises the funding needed to install the concrete pad that they be authorized to proceed upon approval of the plans and specifications by the Building and Planning Director. Roll Call Vote: Ayes: Elliott, White, McNaul, Witt, Worley. Motion carried.

Moved by ELLIOTT, second by WHITE, that before any other construction starts, the Skate Park Committee must present a final plan for council approval. Roll Call Vote: Ayes: Elliott, White, Witt, Worley, McNaul. Motion carried.

Elliott further stated that a perpetual care fund will be established by the Skate Park Committee for small maintenance items.

### III. Report from the Planning Committee:

- Discussion in regard to the planting of trees in the right-of-way.

Worley stated that the committee still continues to consider the planting of trees in right of way. The committee agrees that the trees will remain, however they are hoping to discuss with any group in the city establishing a perpetual maintenance fund and fee for planting the tree as well as a utility premium.

- Discussion in regard to the placement of lights in Central Park.

The committee supports idea; however the budget does not have the funding available to support the request. Once the city has the availability to budget for the project, the request will be sent to the Finance Committee for further review.

- Discussion in regard to the proposed banner policy.

The banner policy is still under review.

NEW BUSINESS: NONE.

#### SECOND READING OF THE ORDINANCE:

Moved by WHITE, second by WORLEY, to conduct the second reading of Ordinance No. 1232: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY AMENDING PROVISIONS PERTAINING TO CHAPTER 3 (ANIMALS.)" Roll Call Vote: Ayes: White, Worley, McNaul, Witt, Elliott. Motion carried.

#### FINAL READING OF THE ORDINANCE:

Moved by WHITE, second by WORLEY to approve and adopt ORDINANCE NO. 1236: "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF GRINNELL, IOWA BY ADDING PROVISIONS PERTAINING TO CHAPTER 4, SECTION 4-45(1) (Signs in the C-2 central business district.)"

Discussion was requested by Worley. He would like a blue print of the new sign being installed to insure its compliance with the new code.

Roll Call Vote: Ayes: White, Worley, Elliott, McNaul, Witt. Motion carried.

#### APPROVAL AND ADOPTION OF THE RESOLUTIONS:

Moved by WHITE, second by WORLEY, to approve and adopt Resolution 2711: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Debra Martzahn, 1803 8<sup>th</sup> Avenue.)" Roll Call Vote: Ayes: White, Worley, McNaul, Elliott, Witt. Motion carried.

Moved by WHITE, second by ELLIOTT, to approve and adopt Resolution 2712: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Russell and Dorothy Stoker, 810 Aspen Drive)" Roll Call Vote: Ayes: White, Elliott, Witt, Worley, McNaul. Motion carried.

Moved by WHITE, second by ELLIOTT, to approve and adopt Resolution 2713: "A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO CHAPTER 404 OF THE STATE CODE (Ross and Irene McCulla, 2115 4<sup>th</sup> Avenue)" Roll Call Vote: Ayes: White, Elliott, McNaul, Witt, Worley. Motion carried.

Moved by WITT, second by ELLIOTT, to approve and adopt Resolution 2714: "RESOLUTION APPROVING THE FY 2004 ROAD USE TAX REPORT." Roll Call Vote: Ayes: Witt, Elliott, White, Worley, McNaul. Motion carried.

#### INQUIRIES:

Mayor Canfield introduced another member of the Russian Delegation. The Delegation then presented the city council with gifts.

#### EXECUTIVE SESSION:

Moved by ELLIOTT, second by WHITE, to enter into executive session for a strategy meeting of the Grinnell City Council as provided for by Section 20.17 (3) of the Code of Iowa, to review confidential reports relating to employee negotiations which, if released, would give unfair advantage to others and serve no public purpose at 8:40 pm. Roll Call Vote: Ayes: Elliott, White, Witt, McNaul, Worley. Motion carried.

Moved by ELLIOTT, second by MCNAUL to reopen the session at 8:54 pm. Roll Call Vote: Ayes: Elliott, McNaul, Witt, White, Worley. Motion carried.

#### ADJOURN:

Moved by ELLIOTT, second by WORLEY, to adjourn this regular session of the Grinnell City Council. Vote: (5) ayes, motion carried.

ATTEST:

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Gordon Canfield, Mayor

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Cassandra R. Hage, City Clerk